Document #4603

5/9/85

Document No. 4603 15

MEMORANDUM

MAY 9, 1985

TO: BOSTON REDEVELOPMENT AUTHORITY AND
STEPHEN COYLE, DIRECTOR

FROM: JOSEPH NOONAN, ASSISTANT DIRECTOR FOR ADMINISTRATION & FINANCE
WILLIAM WHITMAN, PROJECT MANAGER

SUBJECT: ACQUISITION OF PUBLICATIONS AND ELECTRONIC EQUIPMENT FOR THE AUTHORITY'S LAW LIBRARY

A review of the condition of the Authority's Law Library has revealed that it is no longer adequate to serve the needs of the Authority's Legal Department. The Legal Department staff met with various publication and services suppliers to obtain their recommendations for upgrading the library. Those recommendations were then reviewed by staff and pared down to essential requirements. A list of publications recommended by staff to be acquired is attached with estimated prices and discounts.

In addition to publications, the staff has concluded that there is a need for the Authority to subscribe to an electronic legal research system. Such a system will greatly enhance the Authority's Legal Department and reduce substantially the need to acquire expensive publications. Our staff has selected the West Law system because of its quality and cost.

The decision to subscribe to such a system lead staff to conclude that the Authority should acquire certain electronic components, rather than lease equipment from West Law. The recommended list of equipment, attached, will enhance the system and greatly improve the capacity and productivity of the Legal Department.

Finally, it should be noted that the publications on the attached list are available only from the indicated publishers. Also, the electronic equipment on the attached list has been approved by the Commonwealth for sole source purchasing at a 27% discount from list prices. Thus, the Authority need not bid the purchase of these items.

I recommend, therefore, that the Board authorize the Director to purchase the items listed on the two attached schedules.

An appropriate vote follows:

VOTED: That the Director be and hereby is authorized to purchase certain publications and electronic equipment on the two attached lists to upgrade the Authority's Legal Department.

BILL1/LL/5285

LAW LIBRARY PUBLICATIONS BUDGET

Lawyers Cooperative Publishing Company

1.	American Jurisprudence Volumes 1 - 82 93 books; includes index and tables 1 year free service	$4,058.50
2.	ALR 2nd Volumes 1 - 24	756.00
3.	ALR 3rd Volumes 1 - 100	2,900.00
4.	ALR 4th Volumes 1 - 37	1,102.00
5.	U.S. Supreme Court Digest Volumes 1 - 20 36 books	1,260.00
6.	U.S. Supreme Court Lawyer's Second Edition Volumes 1 - 75, Advance Sheets	2,048.50
7.	U.S. Code 3 years free service	1,980.00
8.	Annotated Laws 2 years free service	1,834.00
9.	General Laws	180.00
		$15,845.00
	Less Discount	5,201.00
	Subtotal	$10,643.45

LAWYER'S COOPERATIVE (cont.)

1.	Massachusetts Conveyancer's Handbook	$69.50
2.	American Law of Landlord & Tenant	79.50
3.	Massachusetts Law of Real Estate	87.50
	Subtotal	$236.50

WEST PUBLISHING COMPANY

1.	Federal Practice and Procedure update existing volumes replace missing volumes	$427.50

BILL1/KK/42685

2. Blacks Law Dictionary		19.95
	Subtotal	$447.95

LITTLE, BROWN & COMPANY

1. Handbook on Evidence		$55.00

MCGRAW-HILL

1. Shepard Updates from 1981 - present		$145.00

WEST LAW SYSTEM
START - UP COSTS:

1200 Baud Modem (Hayes)		$400.00
Software		350.00
Training - $70.00 per person		700.00
	Subtotal	$1,450.00
	Total	$12,977.40

LAW LIBRARY ELECTRONIC EQUIPMENT BUDGET

Item	Unit Price
PC AT	5,395.00
5218 Printer	3,680.00
5218 Printer Sheet Feeder	1,850.00
PC Display	275.00
Display Com (cable +)	495.00
Diskette Drive	1,400.00
Enveloper Print	825.00
Printersharing	275.00
Displaywriter III	349.00
64/256K Expansion Cord add 64K	265.00 100.00
Display Printer Adapter Cord	250.00
Printer Cable	45.00
DOS/Operating System 3.0	65.00
No Discount	
Graphics Printer (Epson FX 100)	950.00
IBM = $15,269.00 - 27% discount =	$11,146.37
Epson =	950.00
TOTAL:	$14,881.32

BILL1/KK/42685